



TOWN OF TRURO

BUDGET TASK FORCE
Meeting Minutes
February 7, 2022 – 5:00 pm
REMOTE BUDGET TASK FORCE MEETING
Via GoToMeeting Platform

TOWN OF TRURO
7:49 AM
JUL 07 2022
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TOWN CLERK
NS

Select Board Present: Robert Weinstein (Chair); Susan Areson (Clerk); John Dundas

Select Board Absent: Stephanie Rein; Kristen Reed

Finance Committee Present: Robert Panessiti (Chair); Richard Wood (Vice Chair); Steven Roderick

Finance Committee Absent:

Other Participants: Darrin Tangeman (Town Manager); Alex Lessin (Finance Director); Trudy Brazil (Town Accountant)

Chair Weinstein opened the meeting at 5:00 pm to discuss/review the FY23 Budget for the following departments:

Finance Committee and Reserve Fund

Town Manager Tangeman turned over the discussion to Finance Committee (FinCom) Chair Panessiti to present and he provided the following budget highlights:

- The budget is \$500 and is used for:
 - Advertising for notifications for budget hearings twice a year
 - A professional conference that selected staff attend annually
- The Reserve Fund is used for the purpose of:
 - Meeting the unanticipated financial situations and emergencies which may arise
 - \$225,000 was in the FY22 Reserve Fund
- Town Manager Tangeman commented that \$225,000 is being requested again for FY23.
 - FinCom Chair Panessiti added that unspent monies are returned to the Town's General Fund.

Employee Benefit Buy-out Account

Town Accountant Brazil provided the following budget highlight:

- \$15,000 reserve for employee-related contingencies such as an employee out of the office for an extended amount of time.

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NS**COLA**

Town Manager Tangeman noted the following highlights:

- Affects union, non-union, and contract employees
- Consulted with other Cape and Islands communities for input and potential alignment
- Topic of COLA included in current contract negotiations
- Requested a 2% COLA for the FY23 budget
- Requested figure for FY23 is \$135,821 and includes all wage earners

Reserve for Contract Negotiations and Position Reclassifications

Town Manager Tangeman provided the following highlights:

- Reinitiating 3-year contracts for CBA employees
- Includes consulting fees for union and non-union employee compensation analysis
- Proposed reserve for the FY23 budget is \$358,262 based upon consultant's recommendation

Allocated Energy (Electricity) Fund

Town Accountant Brazil presented the following highlights:

- Town has entered a net credit relationship with a solar array in Canton, MA
 - Energy is purchased from the solar array for .75 on the dollar
 - Credits are applied to energy bills from Eversource
- Some accounts use the entire energy credit
- Others have significant credit balances
- No anticipation of significant increase in the costs of energy generated
- Requested FY23 budget is \$168,663

Allocated Communications (Comcast Business) Fund

Town Accountant Brazil provided the following highlight:

- Requested FY23 budget is \$29,600

Municipal Postage (Machine rent, postage, supplies)

Town Accountant Brazil provided the following highlights:

- \$100 increase to postage meter lease account
- \$300 increase for postage account
- \$500 increase for postage meter supplies (ink, etc.)
- FY23 budget request is \$14,400 which is a \$400 increase over FY22

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NS**Lower Cape Ambulance Association Assessment**

Town Accountant Brazil recognized FinCom Member Roderick who provided the following highlight:

- LCAA Board has not had its final vote, but the budget will come in at 4.6% over the FY22 budget based upon pay increases.

C & I EMS Assessment

Town Accountant Brazil provided the following highlights:

- Assessment conducted annually
- FY23 budget request is \$1,750

Town Cemeteries

Town Accountant Brazil highlighted the following:

- Level funded budget
- \$30,000 for upkeep and maintenance of the grounds at the public cemeteries
- \$1,000 for consumables used by Board members for work they perform at their homes
- FY23 budget request is for \$31,000

Soldiers & Sailors' Lots

Town Accountant Brazil provided the following highlights:

- Level funded budget
- \$3,000 request for FY23 budget to replace medallions and flags on veterans' graves

Veterans' Service District Assessment & Benefit Budget

Town Accountant Brazil provided the following highlights:

- Truro is a member of the Local Veterans' District from Hyannis
- The assessment for this year is \$17,520
- FY23 budget request is \$20,000 for benefits which is a decrease of \$14,000 from FY22

Debt

Finance Director Lessin provided the following highlights:

- Encompasses long-term and short-term debt obligated by Truro
- Will provide an update to Select Board prior to the Federal Reserve's raising interest rates

Employee Benefits (Retirement Assessment, Health, Life, Unemployment, Workers' Compensation, FICA/Medicare)

Finance Director Lessin provided the following highlights:

- Workers' Compensation, Group Life, and Unemployment budgets are level funded
- Group Healthcare budget is an increase of 3% increase over FY22
- FICA budget is a 3% increase over FY22 at \$154,019

Municipality Liability Insurances

Finance Director Lessin provided the following highlights:

- Mostly level funded
- A slight decrease in the FY23 budget of \$500 over FY22

ZBA

Town Accountant Brazil provided the following highlights:

- Hourly wage for minute taking has been incorporated into the Town Clerk's budget
- Advertising budget has been increased from \$750 to \$1,000
- Training budget has been increased from \$175 to \$200
- FY23 budget is a reduction of \$1,875 from FY33
- FY23 budget is now \$1,200

Select Board Member Dundas requested a distribution of updated spreadsheets with correct formulas to all Budget Task Force Members. Town Manager Tangeman stated that the updated information would be sent out tomorrow.

Select Board Member Dundas made a motion to adjourn at 5:55 pm.

Select Board Member Areson seconded the motion.

So voted, by majority voice vote with no objections, motion carries.

Respectfully submitted,



Alexander O. Powers

Board/Committee/Commission Support Staff



Darrin K. Tangeman, Town Manager

Under the Authority of the Truro Select Board

